



Colorado Interactive

**Gambling Intercept Payment
User Manual**
Version 1.0

CONFIDENTIAL AND PROPRIETARY INFORMATION PROPERTY OF COLORADO INTERACTIVE NOT TO BE COPIED OR DISTRIBUTED UNDER ANY CIRCUMSTANCES.



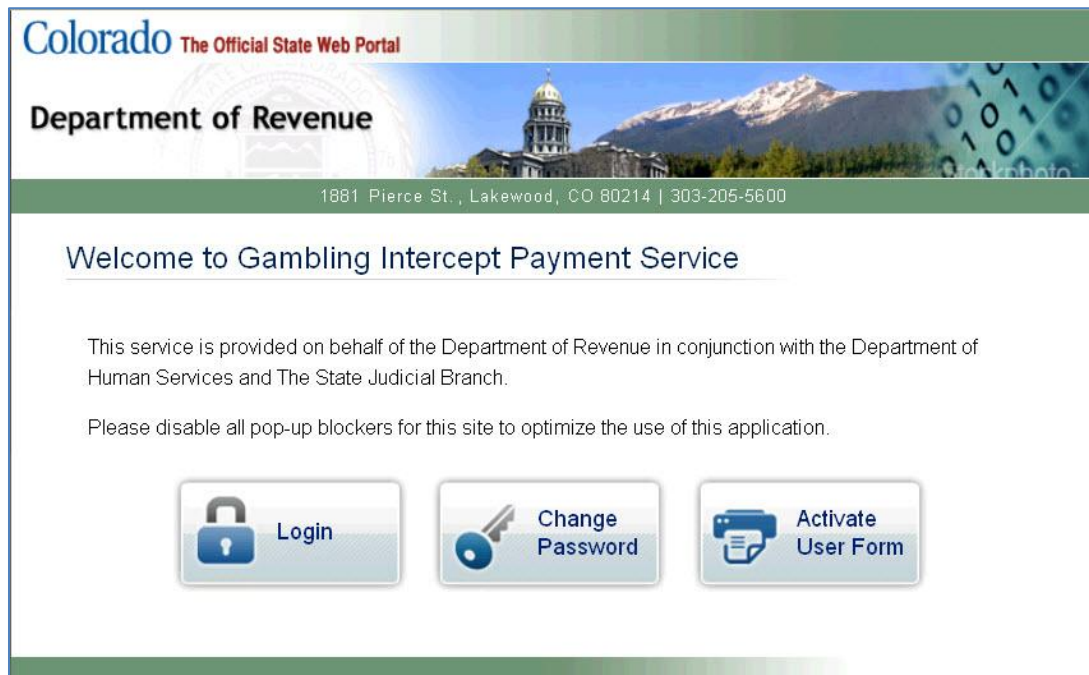
Table of Contents

1	Log In	3
2	Patron Information Page	4
3	Match Results Page	6
4	Print Receipts Page	9
5	Payer Login	15
6	Payments Page	16
7	Checkout Utility	17
8	Usage Report	22

1 Log In

Go to <https://www.colorado.gov/apps/dor/gip/index.jsf>

To log in, please click Login and enter your Gambling Intercept username and password. Based on your username privileges, you will either be logging in as a Searcher or a Payer.



2 Patron Information Page

Note: Please do not use the browser “Back” button anywhere in this application. If you need to go back, please click “Restart” to return to the Patron Information page and start over.

Also, the Restart button will return you to the Patron Information Page throughout the application if you are still logged in. If your session expired, then you will be directed to the Splash page and be prompted for your username and password after clicking Login.

On the Patron Information page, you are now required to enter the patron’s first name. Everything else on this page remains the same.

The screenshot shows the Colorado Department of Revenue website. At the top, it says "Colorado The Official State Web Portal" and "Department of Revenue". Below this is a banner image of the Colorado State Capitol and a mountain. A green bar contains the address "1881 Pierce St., Lakewood, CO 80214" and the phone number "303-205-5600". A navigation bar includes links for "Help", "Fees", and "Feedback".

The main content area is titled "Please Enter Patron Information". It includes a legend: "* Denotes a Required Field." The form fields are:

- * Social Security Number: (Yellow box) XXX-XX-XXXX
- * First Name: (Yellow box)
- * Last Name: (Yellow box)
- * Date of Birth: (Yellow box) (mm/dd/yyyy)
- * Payout Amount: (Yellow box)
- Reference Number: (Yellow box)

Below the form, it says "I verify that I have checked the following:" followed by two bullet points:

- Photo identification has been used to positively identify person above.
- Correct payout amount entered (after taxes, if taxes withheld).

There is a checkbox labeled "I agree". At the bottom are two buttons: "Continue" and "Restart".

The footer contains links for "Accessibility", "Privacy & Security", and "Contact Us".

Enter the required information listed below:

1. Social Security Number of Patron
2. First Name of the Patron

3. Last Name of the Patron
4. Date of Birth
5. Payout Amount
6. Reference Number (optional)
7. Click I agree
8. Click Continue.

3 Match Results Page

Note: Please do not use the browser “Back” button anywhere in this application. If you need to go back, please click “Restart” to return to the Patron Information page and start over.

Also, the Restart button will return you to the Patron Information Page throughout the application if you are still logged in. If your session expired, then you will be directed to the Splash page and be prompted for your username and password after clicking Login.

If the search does not generate a match, you will be directed to a page that says “No Match.”

Depending on what type of match it is, the screen will look as follows:

Child Support Intercept only:

Colorado The Official State Web Portal
Department of Revenue
1881 Pierce St., Lakewood, CO 80214 | 303-205-5600

Help Fees Feedback

Match Results

Your search was successful in producing a positive match. The following is from the CDHS database. Please ensure this information matches the information you have collected from the patron.

First Name:	James
Last Name:	Doe
Address 1:	123 Main Street
Address 2:	Unit A
City, State and Zip:	Denver, CO 80202
Date of Birth:	12/23/65
CDHS Account Number:	10256896
Total Owed to CDHS:	\$1,500.00

Please Note: If address does not match, please provide.

Address 1:
Address 2:
City:
State:
Zip:

Summary of Fees for CDHS

Payout Amount:	\$5,000.00
Amount Owed to CDHS:	\$1,500.00
Licensee Fee:	\$15.00
Portal Administration Fee:	\$10.00
Gambling Intercept Cash Fund Fee:	\$25.00
Total Amount Intercepted:	\$1,550.00

Amount Due to Patron:

Total:	\$3,450.00
---------------	-------------------

I have verified all information is correct and I have provided the current address if the patron provided a different address than what appears above.

☐ I agree

At this time, you must print copies for the patron and a receipt for the casino. Payment must be made within 24 hours.

Child Support and Judicial Intercept:

Department of Revenue
1881 Pierce St., Lakewood, CO 80214 | 303-205-5600
Help Fees Feedback

Match Results

Your search was successful in producing a positive match. The following is from the CDHS and Judicial database. Please ensure this information matches the information you have collected from the patron.

First Name:	James
Last Name:	Doe
Address 1:	123 Main Street
Address 2:	Unit A
City, State and Zip:	Denver, CO 80202
CDHS Account Number:	10256896
Total Owed to CDHS:	\$1,500.00
Judicial Case Number:	15634892
Total Owed to Judicial:	\$500.00
Total Amount Intercepted:	\$2,050.00

Please provide information.

* Denotes a Required Field.

* Address 1:

Address 2:

* City:

* State:

* Zip:

Phone:

Summary of Fees for CDHS

Payout Amount:	\$5,000.00
Amount Owed to CDHS:	\$1,500.00

Summary of Fees for Judicial

Payout Amount:	\$5,000.00
Amount Owed to Judicial:	\$500.00

Additional Fees

Licensee Fee:	\$15.00
Portal Administration Fee:	\$10.00
Gambling Intercept Cash Fund Fee:	\$25.00

Total Amount Intercepted

Total:	\$2,050.00
---------------	-------------------

Amount Due to Patron

Total:	\$2,950.00
---------------	-------------------

I have verified all information is correct and I have provided the current address if the patron provided a different address than what appears above.

☐ I agree

At this time, you must print copies for the patron and a receipt for the casino. Payment must be made within 24 hours.

You will see the first section above is the Obligor's name, address, and both CDHS and Judicial intercept information. There will be a Total Amount Intercepted arrow with the total amount intercepted for this match. Below we have separated out the intercepts for each agency. They list the Payout Amount along with the amount owed to each agency. CDHS has first priority on all matches, so if there aren't enough winnings to cover the total amount owed, Judicial will only get partial payment.

If when verifying this information, you notice that the Obligor's address is different than what the system returned, please use the Address box on the right side of the screen to update the agency's records.

The section labeled Additional Fees is where the Administrative Fees are listed. There is a new fee called the Gambling Intercept Cash Fund Fee (\$25) which makes the total amount of Administrative Fees \$50.00. Please note that if there are not enough winnings to cover the total amount owed to an agency and the administrative fees, the fees will come out of the amount owed to the agency.

If all information looks correct, click “I Agree” and then Continue.

Judicial Intercept only:

The screenshot shows the Colorado Department of Revenue web portal. The header includes the state logo and the text 'The Official State Web Portal'. Below this is the 'Department of Revenue' title and a banner image of the Colorado State Capitol. A navigation bar contains links for 'Help', 'Fees', and 'Feedback'. The main content area is titled 'Match Results' and states: 'Your search was successful in producing a positive match. The following is from the Judicial database. Please provide the address.'

Match Results

Your search was successful in producing a positive match. The following is from the Judicial database. Please provide the address.

First Name:	James
Last Name:	Doe
Judicial Case Number:	15634892
Total Owed to Judicial:	\$500.00

Please provide information.

* Denotes a Required Field.

* Address 1:

Address 2:

* City:

* State:

* Zip:

Phone:

Summary of Fees for Judicial	
Payout Amount:	\$5,000.00
Amount Owed to Judicial:	\$500.00
Licensee Fee:	\$15.00
Portal Administration Fee:	\$10.00
Gambling Intercept Cash Fund Fee:	\$25.00
Total Amount Intercepted:	\$550.00

Amount Due to Patron:	
Total:	\$4,450.00

I have verified all information is correct and I have provided the current address if the patron provided a different address than what appears above.

☐ I agree

At this time, you must print copies for the patron and a receipt for the casino. Payment must be made within 24 hours.

This is a new page for the application. If there is no child support owed, then the system will do a check against the Judicial Branch database. If the Obligor owes money to the Judicial Branch, the system will advance to this page. The Judicial Branch does not have address in their records. Due to this, you will be required on Judicial Only matches to enter the Obligor’s address in the green box to the right of the Obligor Name. The system will not let you advance without that information being entered.

4 Print Receipts Page

Note: Please do not use the browser “Back” button anywhere in this application. If you need to go back, please click “Restart” to return to the Patron Information page and start over.

Also, the Restart button will return you to the Patron Information Page throughout the application if you are still logged in. If your session expired, then you will be directed to the Splash page and be prompted for your username and password after clicking Login.

The Print Receipts page is accessible by clicking “I Agree” and Continue on the Match Results page.



To print out the Receipt and Letters, click the link displayed on the Print Receipts page. The system will generate the following depending on what type of match:

1. CDHS Only: 2 Receipts and 1 CDHS Letter for the Obligor
2. Judicial Only: 2 Receipts and 1 Judicial Branch Letter for the Obligor
3. Combined Match: 2 Receipts and 2 Letters (one for CDHS and one for Judicial Branch)

There is an addition of a second receipt for each intercept. These are the same document and the addition of the second receipt is for the Obligor. The Obligor will now get a receipt to detail the intercept made.

Example of the CDHS Only Receipt:

GAMBLING INTERCEPT PAYMENT RECEIPT	
Summary of Fees	
Reference Number:	123456
Licensee:	xyzcasino
User Name:	username1
Date/ Time:	02/04/08
User Information from Colorado Department of Human Services	
First Name:	James
Last Name:	Doe
Address 1:	123 Main Street
Address 2:	Unit A
City, State and Zip:	Denver, CO 80202
Date of Birth:	12/23/65
CDHS Account Number:	10256896
Total Owed to CDHS:	\$1,500.00
Summary of Fees	
Payout Amount:	\$5,000.00
Amount Owed to CDHS:	\$1,500.00
Licensee Fee:	\$15.00
Portal Administration Fee:	\$10.00
Gambling Intercept Cash Fund Fee:	\$25.00
Total Amount Intercepted:	\$1,550.00
Amount Due to Patron:	
Amount Due to Patron:	\$3,450.00

CDHS and Judicial Combined Intercept Receipt:

GAMBLING INTERCEPT PAYMENT RECEIPT	
Summary of Fees	
Reference Number:	123456
Licensee:	xyzcasino
User Name:	username1
Date/ Time:	02/04/08
User Information from Colorado State Judicial Branch	
First Name:	James
Last Name:	Doe
Address 1:	123 Main Street
Address 2:	Unit A
City, State and Zip:	Denver, CO 80202
Date of Birth:	12/23/65
Judicial Branch Case Number:	15634892
Total Owed to Judicial Branch:	\$500.00
Summary of Fees for CDHS	
Payout Amount:	\$5,000.00
Amount Owed to CDHS:	\$1,500.00
Summary of Fees for Judicial Branch	
Payout Amount:	\$5,000.00
Amount Owed to Judicial Branch:	\$500.00
Additional Fees	
Licensee Fee:	\$15.00
Portal Administration Fee:	\$10.00
Gambling Intercept Cash Fund Fee:	\$25.00

GAMBLING INTERCEPT PAYMENT RECIEPT (Continued)	
Total Amount Intercepted	
Total:	\$2,050.00
Total Amount Due to Patron	
Total:	\$2,950.00

Judicial Only Intercept Receipt:

GAMBLING INTERCEPT PAYMENT RECEIPT	
Summary of Fees	
Reference Number:	123456
Licensee:	xyzcasino
User Name:	username1
Date/ Time:	02/04/08
User Information from Colorado State Judicial Branch	
First Name:	James
Last Name:	Doe
Address 1:	123 Main Street
Address 2:	Unit A
City, State and Zip:	Denver, CO 80202
Phone:	303-333-3333
Date of Birth:	12/23/65
Judicial Branch Case Number:	15634892
Total Owed to Judicial Branch:	\$500.00
Summary of Fees	
Payout Amount:	\$5,000.00
Amount Owed to Judicial Branch:	\$500.00
Licensee Fee:	\$15.00
Portal Administration Fee:	\$10.00
Gambling Intercept Cash Fund Fee:	\$25.00
Total Amount Intercepted:	\$550.00
Amount Due to Patron:	
Amount Due to Patron:	\$4,450.00

Example of CDHS Letter:

**CHILD SUPPORT ENFORCEMENT PROGRAM
NOTICE OF INTERCEPT OF GAMBLING WINNINGS
FOR CHILD SUPPORT**

Date: 06/09/2011 10:04 AM

NAME: SSN: XX-XXX-1304
ADDRESS:

TOTAL AMOUNT OWED: \$ 8,713.76

INTERCEPTED AMOUNT: \$ 8,713.76

FSR ACCOUNT NUMBER(S): 8506578

All or part of your winnings have been intercepted because you owe a child support debt, child support arrearages or child support costs pursuant to Section 26-13-118.7, C.R.S.

Your winnings will be held for thirty (30) days to allow you to request an administrative review. An administrative review can only be requested if you believe there is an issue of mistaken identity or you disagree with the total arrears owed shown on this notice. The request for an administrative review must be made in writing within thirty (30) days of the date of this notice and must be directed to the County Child Support Enforcement Office listed below.

You may opt to waive your right to an administrative review by providing a notarized, signed written statement to the Division of Child Support Enforcement at the fax number listed below, requesting that the winnings be released immediately and applied against your child support debt, your child support arrearages or your child support costs.

To request an Administrative review, please send your **written** request to:

CITY AND COUNTY OF DENVER
DENVER COUNTY DHS - CSE UNIT
1200 FEDERAL BLVD
DENVER, CO 80204

The intercepted amount will not reduce your debt, arrearages or costs until the intercepted funds are recieved and posted by the Colorado Division of Child Support Enforcement.

**Colorado Division of Child Support Enforcement
State Enforcement Unit
303-866-4300
Fax 303-866-4380**

Example Judicial Branch Letter:

**COLORADO STATE JUDICIAL BRANCH
NOTICE OF INTERCEPT OF GAMBLING WINNINGS
FOR RESTITUTION OBLIGATION**

Date: 06/09/2011 10:04 AM

NAME:

SSN: XX-XXX-1304

ADDRESS:

RESTITUTION OWED: \$ 1,500.00
INTERCEPTED AMOUNT: \$ 1,500.00

CASE NUMBER(S): 999999147

All or part of your winnings have been intercepted as payment toward your restitution obligation pursuant to Part 6, Article 35 of Title 24, Colorado Revised Statutes (Gambling Intercept Act).

An administrative review of the intercept may be requested. This request must be made in writing within 15 days of receipt of this notice and must be directed to the Clerk of Court in the county where your restitution is owed. To obtain the address of the court location, you may visit www.courts.state.co.us, or contact the State Court Administrator's Office, Collections Unit, at 303-861-1111 or 1-800-888-0001.

Requests for an administrative review received after the 15 day deadline has expired will not be accepted. The sole issue to be determined at the administrative review shall be whether you are required to pay restitution pursuant to an order entered by a court of this state and the amount of restitution outstanding. The determination of the administrative review will be final. You will be notified of the outcome of the administrative review by the Clerk of Court in writing within 15 calendar days of receipt of your written request.

If the administrative review finds that the amount intercepted is proper, the intercepted winnings will be applied toward the restitution obligation you owe. If the review finds that the amount intercepted is not proper, the appropriate amount due you will be released.

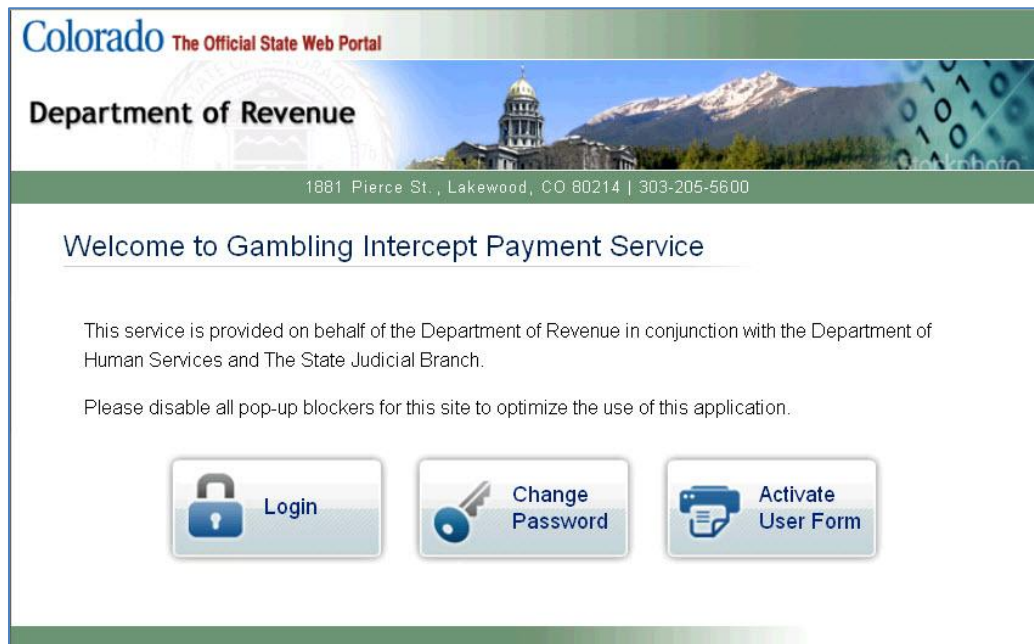
Thank you for your cooperation in this matter.

**State Court Administrator's Office
Collections Unit
303-861-1111
1-800-888-0001**

5 Payer Login

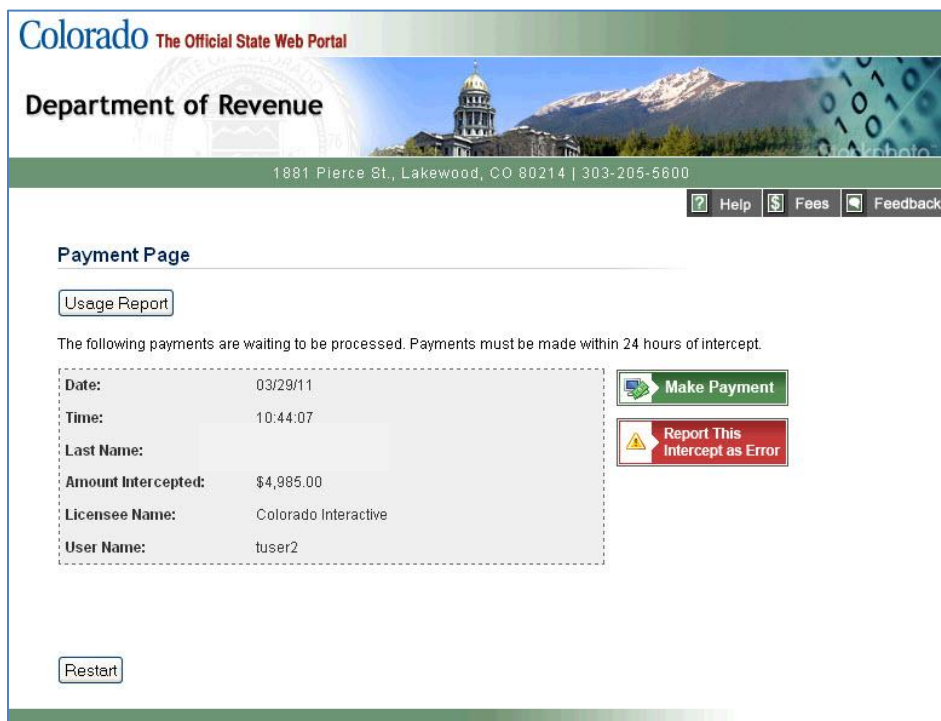
Go to <https://www.colorado.gov/apps/dor/gip/index.jsf>

To log in, please click Login and enter your Gambling Intercept username and password. Based on your username privileges, you will either be logging in as a Searcher or a Payer.



6 Payments Page

After successfully logging in, the system will present you with all available intercepts ready for payment. Click on Make a Payment next to the appropriate intercept to be advanced to the Checkout page. If the intercept was made in error, click Report as Error.



The screenshot shows the Colorado Department of Revenue's Payment Page. At the top, there is a header with the Colorado logo and the text "The Official State Web Portal". Below this is a banner image of the Colorado State Capitol building and mountains. The text "Department of Revenue" is prominently displayed. A green bar below the banner contains the address "1881 Pierce St., Lakewood, CO 80214" and the phone number "303-205-6600". To the right of this bar are links for "Help", "Fees", and "Feedback".

The main content area is titled "Payment Page". Below this title is a button labeled "Usage Report". A message states: "The following payments are waiting to be processed. Payments must be made within 24 hours of intercept." Below this message is a table with payment details:

Date:	03/29/11
Time:	10:44:07
Last Name:	
Amount Intercepted:	\$4,985.00
Licensee Name:	Colorado Interactive
User Name:	tuser2

To the right of the table are two buttons: "Make Payment" (green) and "Report This Intercept as Error" (red with a warning icon). At the bottom left of the main content area is a "Restart" button.


7 Checkout Utility


When you click “Make a Payment” on the Payments Page, the system will advance to the first page in the Colorado.gov Checkout Utility. The system will automatically deduct \$15 (Licensee Fee) from the total amount intercepted when sent into Checkout. Below are the pages, in order, that you will see while making a payment.

Account Information Page:

The screenshot shows the 'Colorado.gov Secured Online Payment Process' interface. At the top, there is a navigation bar with five steps: 1. Payment Options, 2. Payment Information, 3. Account Holder Information, 4. Confirmation, and 5. Customer Receipt. The current step is 'Account Holder Information'. Below the navigation bar, there is a heading 'Enter your electronic check information, or [change payment type](#).' and a note '* Denotes a Required Field'. The form includes fields for 'Account Type' (a dropdown menu with '-- Select --'), 'Routing Number', and 'Account Number'. Below these fields is a graphic of a check with the number '123456789 123456789' and a signature. Red lines indicate the '9-digit Bank Routing Number' and 'Checking Account Number'. Below the check graphic is a section titled 'Confirm Your Information' with a note: 'Please note: Payee reserves the right to assess a returned check penalty for any electronic payment which is returned for any reason. To ensure that you have entered your banking information correctly, please confirm your account and routing numbers below.' This section includes fields for 'Re-enter Routing Number' and 'Re-enter Account Number'. At the bottom of the form are buttons for 'Cancel', 'Clear Form', and 'Continue'. The footer contains a 'Privacy & Security' link and a 'cybertrust certified enterprise' logo.

Account Holder Information Page:

 **Colorado.gov**
Secured Online Payment Process



1. Payment Options > 2. Payment Information > 3. Account Holder Information > 4. Confirmation > 5. Customer Receipt

Enter the billing information, or [change payment type](#).

Be sure to enter the name exactly as it appears on the card. A phone number and email address are required in the event we need to contact you. An email receipt will be sent if you provide a valid email address.

* Denotes a Required Field

* First Name

Middle Name

* Last Name

* Address

Address 2

* City

* State or Province
Colorado Other


* Postal Code

* Country Code
United States of America


* Phone Number
 Format: ###-###-#### x##### for US and CA. International numbers are free form.


Email Address (jdoe@somewhere.com)

Privacy & Security

 **cybertrust**
certified enterprise

Verify Information Page:

 **Colorado.gov**
Secured Online Payment Process



1. Payment Options 2. Payment Information 3. Account Holder Information 4. **Confirmation** 5. Customer Receipt

Verify Payment Information

Please ensure the information below is correct before proceeding.

Payer Information ?
Test Test
123 Test
Test, CO 12345
US
Phone : 321-456-7890 [edit](#)

Account Information ?
4*****1111 exp. 12/12 Payment type: Visa [edit](#)

Transaction Details

Description	Amount	Quantity	Total Amount
Widget - ABC123	\$40.00	1	\$40.00
Late Fee	\$10.00	1	\$10.00
Portal Administration Fee	\$1.38	1	\$1.38
Total:			\$51.38

Notes

This online service includes a Portal Administration Fee that allows Colorado.gov to deliver this, and other important services. This fee is paid to a third party that provides these services for Colorado.gov and thus is not considered revenue for the state of Colorado. If you do not wish to pay this transaction fee, you have the choice to pay by traditional means. Online payment is an alternative to traditional types of payments and is considered voluntary. We appreciate your support of Colorado.gov.

So that you can receive an email confirmation of this transaction, please add webmaster@www.colorado.gov to your list of approved senders.


The following amount will be charged to the above credit card. The credit card statement will show the following merchant name(s) and amount(s) for this transaction.

Merchant	Amount
CO Gambling Intercept	\$51.38

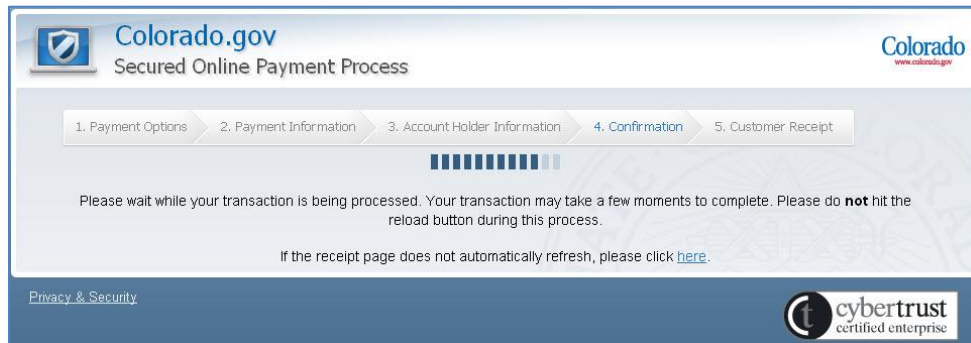
The total amount of this transaction is \$51.38.

[Disagree/Exit](#) [Agree/Continue](#)


[Privacy & Security](#)


 **cybertrust**
certified enterprise

Please Wait Page:



Receipt:

**Colorado.gov**
Secured Online Payment Process



1. Payment Options 2. Payment Information 3. Account Holder Information 4. Confirmation 5. Customer Receipt

Customer Receipt

13:56:32 06/14/2011

THE TRANSACTION IS COMPLETE
Print this page or download a [PDF receipt](#) of your transaction for your records. For questions regarding this payment or any technical questions, please contact Colorado.gov at (800) 970-3468.

The transaction is complete. Print this receipt for a record of this transaction. The order identification number is **1597361**. Please reference this number in any correspondence regarding this transaction.

Payer Information ?
Test User
1234 S Street
Denver, CO 80202
US

Phone : 123-456-1234
Email : mvanbloom@www.colorado.gov

Account Information ?
Routing Number : *****711
Account Number : ****567


Transaction Details

Description	Amount	Quantity	Total Amount
Gambling Intercept [CDHS] -	\$9,950.00	1	\$9,950.00
Gambling Intercept Cash Fund Fee	\$25.00	1	\$25.00
Processing Fee	\$10.00	1	\$10.00
Total:			\$9,985.00

Notes
So that you can receive an email confirmation of this transaction, please add webmaster@www.colorado.gov to your list of approved senders.

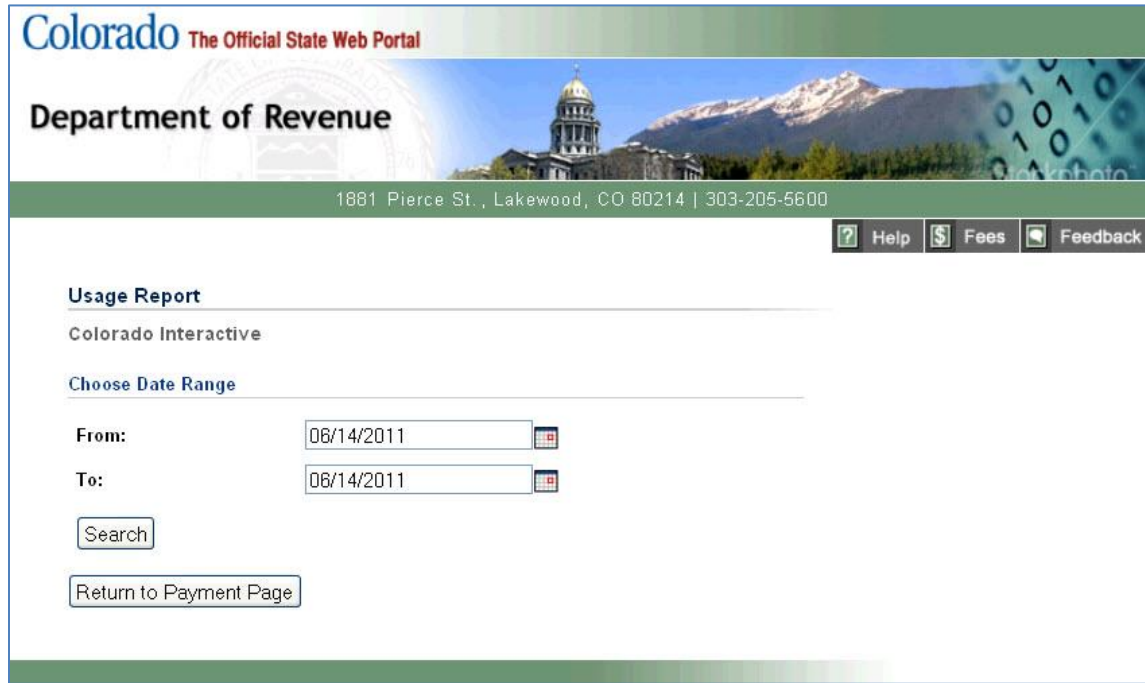
Merchant	Amount
CO Gambling Intercept	\$9,985.00

The total amount of this transaction is \$9,985.00.

[Back to Start Menu](#) [Printer Friendly Version \(PDF\)](#)  PDF

8 Usage Report

From the Payments Page, you can click on Usage Report and enter in a date range to view payments that have been made.






The screenshot shows the Colorado Department of Revenue website. The header includes the Colorado logo, the text "The Official State Web Portal", and the Department of Revenue name. Below the header is a banner image of the Colorado State Capitol building and mountains. A green bar contains the address "1881 Pierce St., Lakewood, CO 80214 | 303-205-5600". A navigation bar with icons for Help, Fees, and Feedback is located below the banner. The main content area is titled "Usage Report" and includes the text "Colorado Interactive". Under the heading "Choose Date Range", there are two date input fields labeled "From:" and "To:", both containing the date "06/14/2011". Below these fields are two buttons: "Search" and "Return to Payment Page".

Once you enter a date range and click Search, the system will display all searches that have been made on the system during that date range.

Colorado The Official State Web Portal

Department of Revenue


1881 Pierce St., Lakewood, CO 80214 | 303-205-5600


 Help  Fees  Feedback

Usage Report




Colorado Interactive

Choose Date Range

From: 

To: 

Date & Time	User Name	Last Name	Result	Amount	Reference Number
14 Jun 2011 09:04 AM	Searcher7	JIRON	Match	\$450.00	1234
14 Jun 2011 09:50 AM	Searcher8	BACA	Match	\$450.00	

[CSV](#)  [XLS](#)  [PDF](#) 

You have the option of exporting the report in CSV, XLS, and PDF. Click Return to Payment Page to return to the list of available intercepts ready for payments.